

PURPOSE

To ensure that Michigan Department of Health and Human Services (MDHHS) assesses the relative criticality of specific applications and the data in support of other contingency plan components.

DEFINITIONS

ePHI is the acronym for Electronic Protected Health Information. It is Protected Health Information that is transmitted or maintained in electronic form.

PHI is the acronym for Protected Health Information. It is information that can identify a person and contains health related data pertaining to that person.

Workforce Member means employees, volunteers and other persons whose conduct, in the performance of work for a covered entity, is under the direct control of such entity, whether or not they are paid by the covered entity. This includes full and part time employees, affiliates, associates, students, volunteers and staff from third party entities who provide service to the covered entity.

POLICY

MDHHS shall assess and communicate the relative system criticality of applicable data and applications to the Department of Technology, Management and Budget (DTMB) in support of other contingency plan components.

PROCEDURE

Division Director or Section Supervisor/Manager

It is the responsibility of the division director or section supervisor/manager to identify and document individual system points of contact, system resources and backup persons for those roles critical roles for workforce members identified in the Emergency Mode Operations Plan and the Disaster Recovery Plan and shall develop recovery priorities based on the order of criticality. Applications shall be categorized by contingency resource allocations, expenditures, time, effort and costs.

MDHHS Security Officer

The MDHHS security officer is responsible for maintaining the contingency plan.

REFERENCES

[45 CFR 164.308\(a\)\(7\)](#)

CONTACT

For more information regarding this policy, contact the MDHHS security officer at MDHHSPrivacySecurity@michigan.gov.